


The “Child Planning Form”

The “Child Planning Form” is used on a weekly basis to record current information about each child. It helps you use what you know about each child to plan experiences that support his or her development and learning. Each week, take a few minutes to review your observation notes; examine portfolio samples; and think about recent events, interactions, and conversations with families. Record the most important facts in the “Current Information” section. Then note how you will use this information in the coming week. For example, describe changes you might make to routines and list materials you might introduce to the child.

The following example of a partial form shows current information and plans for two of the family child care children profiled in this book.

	
Week of: <u>5-3-2009</u>	
<h3 style="margin: 0;">Child Planning Form</h3> <p>Child: Jeremy (8 months)</p> <p>Current information: <i>At breakfast, Jeremy has been picking up pieces of cereal one by one. Karen mentioned that she is going to start using a sippy cup with Jeremy soon, although she's not planning to wean him completely from breast-feeding yet. This week Jeremy has been pushing up on his hands and knees. He looks like he's about to crawl. He squeals with delight every time he finds the rattle that I hide under a towel. We play that game repeatedly.</i></p> <p>Plans: <i>Coordinate with Karen to add other finger foods for lunch and snack.</i> <i>Play a game where he hands me a clutch ball and I give it back to him.</i> <i>Put a toy a little out of his reach and encourage him to crawl to it.</i> <i>Play toy-hiding games and let Jeremy find them. Hide a toy behind my back and encourage him to creep or crawl to find it.</i></p>	<p>Child: Tamika (19 months)</p> <p>Current information: <i>Tamika liked listening to and turning pages in <i>The Itsy-Bitsy Spider</i> board book. She started to try to do hand motions. At group time, she said, “Sing itsy spider.” She played with the animal puzzle but needed a little help getting the pieces back into the right holes. She likes to play with containers in the kitchen while I'm getting lunch ready. She played with the big beach ball in the backyard.</i></p> <p>Plans: <i>Continue rereading the book. Get out the spider puppet to use with the book. Do another simple fingerplay (maybe “Two Little Birds”). Clap while I sing. Look for other songs and fingerplays that have book versions. Put out some more simple puzzles. Let her play with containers and lids in the kitchen.</i></p>

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